



STATE OF NEW YORK
DEPARTMENT OF TRANSPORTATION
1220 WASHINGTON AVENUE
ALBANY, NEW YORK 12232

JOSEPH H. BOARDMAN
COMMISSIONER

GEORGE E. PATAKI
GOVERNOR

May 21, 2002

To All Divisible Load Overweight Permittees

Re: License Plate Changes

This letter re-issues and supercedes the previous (undated) letter signed by Ray DeRocco regarding License Plate Changes. It modifies the procedure for making license plate changes, by requiring that a copy of the current registration must be provided in order to effect the change.

To facilitate the enforcement of Divisible Load Overweight Permits, it is necessary to print the license plate numbers of power units and trailers on the permits. The following procedures are authorized to facilitate a change in license plate numbers. If these procedures are followed, no amendment fee will be required.

- If a license plate is replaced during the "effective period" of the permit, the permittee must cross out the old license plate number shown on the permit and print the new license plate number next to it. Proof of the plate replacement date will be shown on the vehicle registration.
- Upon renewal of the permit, the permittee must indicate the change of the power unit license plate number on the Permit Renewal Form, by crossing out the old license plate number and printing the new license plate number next to it. Trailer license plate changes should be listed separately to include the VIN, old license plate number and new license plate number. **A copy of the current registration must be provided to effect the change.** Failure to do so will result in rejection of the renewal with the appropriate fee applied. A PERM 64 is not required with the Permit Renewal Form if only license plate changes are being made.
- If a license plate is replaced after you mailed us the Permit Renewal Form, you must call us immediately. If we have not already issued the new permit, we will change the license plate number on the renewal form. A copy of your new registration will be required for this process to take place. To expedite this, a faxed copy is acceptable.
- Reminder: when renewing registrations with DMV/IRB, ensure the name and address on the registration continues to match the name and address on the permit and the PERM17, Certificate of Insurance.

These procedures must be followed for the permit to be valid. Failure to do so will result in the permit being confiscated and an amendment fee will be charged to obtain a corrected permit.

If you have any questions concerning this procedure, please feel free to contact us at (888) 783-1685 or (518) 485-2999.

Sincerely,

Richard A. Lessard, P.E.
Supervisor, Divisible Load Permit Unit